

ABSTRACT

Sabina Fareast co., ltd. was established on the lingerie manufacturer, exporter and distributor of both domestic and international. Which is an importer and exporter and through their work with the broker (shipping) agency coordination (forwarder), and sales abroad. Usually the import documents are required to coordinate and verify the authenticity of all documents. Since the details of buyers, and description of the imported goods. The company has focused on the business of and export. The current competition is very high, so we need to carefully review all documents with a purchase order, quotation order, invoice, entry and other documents. To achieve proficiency in imports. Prevent errors in the description of the document. And gain credibility in the next coordination of officials in all parties, both inside and outside the organization.

Keywords: Import / Export / Shipping / Freight Forwarder.